

LINE MAINTENANCE OPERATOR

- LOCATES

Public Works | Pollution Control | Collections



JOB RESPONSIBILITIES

Terrebonne Parish Consolidated Government's Line Maintenance Operator - Locates is responsible for accurately locating, identifying, and marking underground wastewater infrastructure in compliance with Louisiana One Call requirements.

JOB OVERVIEW

PAY TYPE

Non-Exempt (Hourly)

SCHEDULE

Monday to Thursday

Must be willing to work overtime including nights, weekends, and holidays, and in other areas of the division as needed.

SHIFT

6:30 a.m. to 5 p.m.

LOCATION

Pollution Control Facility – St. Louis Canal Road

REPORTS TO

Operations Supervisor

PHYSICAL DEMANDS

Lift over 50 lbs. (heavy)

WORK ENVIRONMENT

Indoors and outdoors with exposure, to wastewater, inclement weather, and other hazardous conditions.

Frequent interactions with personnel, government official, and the public.

EMERGENCY EVENTS

Required to work during emergency events.

REQUIREMENTS

Valid Louisiana driver's license
LA DHH-OPH Wastewater Collection Certification or ability to obtain

In this role, the incumbent will be expected to use of electronic locator equipment, GPS technology, GIS mapping software, and computer tablets to document and maintain infrastructure records.

The Line Maintenance Operator – Locates also supports inspection, testing, and maintenance activities, completes required documentation, and coordinates effectively with supervisors, contractors, and the public to ensure the safe and efficient operation of wastewater collection facilities.

JOB DUTIES

- Perform accurate field locates of underground wastewater infrastructure, including gravity mains, sewer services, manholes, force mains, and lift stations, using GIS software, computer tablets, radio locator equipment, and GPS technology.
- Mark the location and alignment of wastewater facilities in the field using green spray paint in compliance with Louisiana One Call laws and applicable safety standards.
- Coordinate with plumbers, contractors, residents, and other stakeholders to verify sewer service connections and infrastructure locations.
- Maintain and update sewer location layouts and assist with revisions to GIS mapping and electronic records.
- Complete daily work orders, reports, and other required documentation in a timely and accurate manner.
- Assist with smoke testing, dye testing, video inspections, and other investigative or inspection activities related to the wastewater collection system.
- Support subdivision inspections and verify wastewater infrastructure during development activities.
- Maintain assigned tools, equipment, supplies, and vehicles in proper working condition.
- Ensure assigned Android tablets and electronic devices are updated and functioning properly.
- Attend operational meetings, supervisory meetings, complete all required annual, quarterly training and maintain operator certification.
- Pick up warehouse orders and materials as needed to support operations
- Follow all applicable safety policies, procedures, and regulatory requirements.
- Participate in quarterly One-on-One meetings with Supervisor.
- Complete all required annual trainings—including ethics, harassment prevention, diversity, and cybersecurity—in accordance with organizational and regulatory standards.
- Ensure all duties and responsibilities are performed with integrity, professionalism, and in good faith, consistently upholding and protecting the interests, reputation, and assets of the Parish government.
- Perform any additional task as required by Supervisor.

LINE MAINTENANCE OPERATOR

- LOCATES

Continued from previous page.

SKILLS AND QUALIFICATIONS

- **Leadership Skills:** Demonstrates initiative, accountability, and professionalism while working independently in the field and collaborating effectively with supervisors, contractors, and the public.
- **Time Management:** Ability to prioritize daily assignments, respond to locate requests within required timeframes, and complete work orders and documentation efficiently.
- **Analytical Skills:** Ability to interpret GIS data, maps, and field conditions to accurately identify, verify, and document underground wastewater infrastructure.
- **Communication Skills:** Effectively communicates verbally and in writing with residents, plumbers, contractors, and internal staff to explain findings, coordinate work, and complete records.
- **Organizational Skills:** Maintains accurate records, maps, supplies, and equipment while managing multiple tasks and field assignments in a structured and reliable manner.
- **Technical Skills:** Proficient in using electronic locator equipment, GPS technology, computer tablets, and GIS software to perform field locates and maintain infrastructure data.
- **Qualifications:**
 - High school diploma or GED required.
 - Minimum of one (1) year of labor, field, or utility-related experience
 - Ability to attain State Certification in Wastewater Collections/Treatment IV.

